



STANDARDS OF APPRENTICESHIP
adopted by

SEATTLE BOILERMAKERS APPRENTICESHIP COMMITTEE

(sponsor)		<u>DOT</u>	<u>Term</u>
<u>Skilled Occupational Objective(s):</u>			
BOILERMAKER (UPTOWN SHOPS AND SHIPYARDS)		805.381-010	6000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

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Initial Approval

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By: MELINDA NICHOLS
Chair of Council

By: PATRICK WOOD
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The Washington State Apprenticeship and Training Council (WSATC) has the authority to develop, administer, and enforce apprenticeship program standards (Standards) for the operation and success of an apprenticeship and training program in the State of Washington.

Apprenticeship programs and committees function, administer, or relinquish authority only with the consent of the WSATC and only apprentices registered with the supervisor or recognized under the terms and conditions of a reciprocal agreement will be recognized by the WSATC.

Parties signatory to these Standards declare their purpose and policy is to establish and sponsor an organized system of registered apprenticeship training and education.

These Standards are in conformity and are to be used in conjunction with the Apprenticeship Rules, Chapter 296-05 WAC (Washington Administrative Code); Apprenticeship Act, Chapter 49.04 RCW (Revised Code of Washington); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which govern employment and training in apprenticeable occupations. They are part of this apprenticeship agreement and bind all signers to compliance with all provisions of registered apprenticeship. Additional information may need to be maintained by the program that is supplemental to these apprenticeship standards. This information is for purposes of ensuring compliance with decisions of the WSATC and the apprenticeship laws identified above.

If approved by the council, such amendment/s and such changes as adopted by the council shall be binding to all parties. Sponsors shall notify apprentices of changes as they are adopted by the council. If and when any part of these Standards becomes illegal, as pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Department of Labor and Industries (L&I) may adopt language that will conform to applicable law. The remainder of the Standards will remain in full force and effect.

See WAC 296-05-003 for the definitions necessary for use with these Standards.

The following Standards of apprenticeship, Seattle Boilermakers, with supplements pertaining to the necessary work experience of the trade and a progressive wage scale will, when approved by and registered with the Washington State Apprenticeship and Training Council, govern the training of apprentices in this industry. These Standards have been developed by Washington Metal Trades, Inc., and Boilermakers' Local Union 104 of Seattle, Washington.

I. GEOGRAPHIC AREA COVERED:

The sponsor has no authority to conduct training outside of the geographical area covered by these Standards. The sponsor may enter into an agreement (portability agreements – see WAC 296-05-303(3)) with other apprenticeship committees for the use of apprentices by training agents that are working outside their approved geographic area. Also, if a reciprocity agreement (see WAC 296-05-327) is in place, the out-of-state sponsor may use their registered apprentices. The sponsor will ensure compliance with the provisions of any agreement recognized by the WSATC.

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The area covered by these Standards shall be all of Clallam, Clark, Cowlitz, Grays Harbor, Island, Jefferson, King, Lewis, Mason, Pacific, Pierce, San Juan, Skagit, Skamania, Snohomish, Thurston, Wahkiakam, and Whatcom Counties in the State of Washington, including all the jurisdiction of Boilermakers' Local Union 104, operating headquarters, Seattle, Washington.

II. MINIMUM QUALIFICATIONS:

Minimum qualifications must be clearly stated and applied in a nondiscriminatory manner (see WAC 296-05-316).

Age: **Minimum of Eighteen (18) years of age.**

Education: **Should be a high school graduate or equivalent and able to meet the requirements of the trade. A transcript of school records and grades are to be provided by the applicant.**

Physical: **Must be physically able to work at the trade.**

Testing: **None**

Other: **N/A**

III. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

Sponsors with five (5) or more apprentices must adopt an Equal Employment Opportunity (EEO) Plan and Selection Procedures (see Part D of Chapter 296-05 WAC and 29 CFR Part 30).

The recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of race, sex, color, religion, national origin, age, disability or as otherwise specified by law. The sponsor shall take positive action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required by the rules of the Washington State Apprenticeship and Training Council and Title 29, Part 30 of the Code of Federal Regulations. (WAC 296-05-316(3))

A. Selection Procedures:

- 1. The Seattle Boilermakers Apprenticeship Committee does not serve as a referral agency and persons desiring apprenticeship training under the**

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Seattle Boilermakers Apprenticeship Committee shall make application to the Boilermakers' Local #104 Apprenticeship and Training Trust Coordinator.

- 2. Applications will be taken the year round on Wednesday mornings between the hours of 9:30 a.m. and 11:00 a.m. at the Apprenticeship and Training Office at 6770 E. Marginal Way South, Room B-122, Seattle, Washington 98108.**
- 3. Applicants qualifying to be placed in the pool of eligibles will have up to two years of eligibility for employment as an apprentice as long as the eligibility requirements are maintained. New eligible applicants will be placed into the eligibility pool at least once a year depending on the number of applicants**
- 4. In order for applicants to have a completed application, must provide a transcript of school records, grades, documentation, etc. prior to appearing before the Apprenticeship Committee.**
- 5. Applicants upon completion of testing shall be scheduled as needed to appear before the Apprenticeship Committee. The applicants will be evaluated and rated by the Committee and if accepted, placed on the availability list in ranking order by score.**
- 6. Each accepted applicant will be issued a qualification card stating that the holder of this card has passed all entry requirements of the Apprenticeship Committee and is now qualified to seek employment as a boilermaker apprentice.**

Until the applicant is employed as an apprentice, his/her qualification card must be signed once per month by the Secretary or the Coordinator of the Apprenticeship Committee in order to be validated. One month of no validation and applicants will be moved to the bottom of the availability list. Three months of no validation and the applicant will be dropped from the list but will be eligible for reapplication when applications are being retaken. If the applicant locates employment or is placed as an apprentice, make an appointment with the Apprenticeship Coordinator to complete a registration agreement card for finalization by the Apprenticeship Committee.

- 7. Employers may select the option to request apprentice applicants from the Coordinator as they have openings. The applicants will be referred to the employer from the availability list by ranking order for interview.**

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8. Those not accepted for the apprenticeship program will be notified by mail and given the reason for the rejection, the requirements for admission to the pool of eligibles, and the appeal rights available to the applicant.

9. **EXCEPTIONS:**

- a. (Direct Entry) Individuals who have their jobs reclassified through collective bargaining to an occupation covered by these Standards. When registered, individuals entering through this method must be employed by a participating employer. For such applicants to be considered, they must:
 - (1) Meet the minimum qualifications
 - (2) Complete an application form
 - (3) Be employed within the jurisdiction of the JATC.
- b. (Direct Entry) Employees of an employer who has not signed a collective bargaining agreement and wishes to have their employees trained may receive direct entry into the apprenticeship program provided: (WAC 296-05-303(4))
 - (1) Applicant meets the minimum qualifications
 - (2) The employer signs a Contribution Agreement with the Puget Sound Employers Boilermakers Apprenticeship and Training Trust Fund.
 - (3) (WAC 296-05-417) All employers requesting approved training agent status shall sign an agreement to comply with all federal or state apprenticeship rules and the appropriate apprenticeship standards.

B. **Equal Employment Opportunity Plan:**

1. Participate in any workshops conducted by employment service agencies for the purpose of familiarizing school, employment service, and other appropriate personnel with the apprenticeship system and current opportunities therein.
2. Granting advance standing or credit on the basis of previously acquired experience training skills or aptitude for all applicants equally.
3. To encourage preparatory trade training or others designed to afford related work experience or to prepare candidates for apprenticeship, a sponsor shall make appropriate provision in its affirmative action plan to assure that those who complete such programs are afforded full and equal opportunity for admission into the apprenticeship program.

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Discrimination Complaints.

Any apprentice or applicant for apprenticeship who believes they have been discriminated against may file a complaint (WAC 296-05, Part D).

IV. TERM OF APPRENTICESHIP:

The minimum term of apprenticeship must not be less than 2000 hours or 12 months of work experience in each occupation identified in these Standards as apprenticeable. The term of apprenticeship must be stated in hours or months of employment.

The term of apprenticeship shall provide (a) for not less than 6000 hours of employment for such person, and (b) for participation of the apprentice in an approved schedule of work experience through employment, and (c) for at least 432 hours of supplemental instruction during the three (3) year program, at classes in subjects related to the trade.

V. INITIAL PROBATIONARY PERIOD:

All apprentices are subject to an initial probationary period, stated in hours or months of employment for which they receive full credit toward completion of apprenticeship. Advance credit/standing will not reduce the initial probationary period. The initial probationary period:

- Is the period following the apprentice's acceptance into the program and during which the apprentice's appeal rights are impaired. The initial probation must not exceed twenty percent (20%) of the term of apprenticeship unless an exemption by the WSATC has been granted for longer probationary periods as specified by Civil Service or law.
- Is the period that the WSATC or the supervisor of apprenticeship may terminate an apprenticeship agreement at the written request by any affected party. The sponsor or the apprentice of the apprenticeship agreement may terminate the agreement without a hearing or stated cause. An appeal process is available to apprentices who have completed the initial probationary period.

All apprentices employed in accordance with these standards shall be subject to a probationary period not exceeding the first 1000 hours of actual employment

VI. RATIO OF APPRENTICES TO JOURNEY LEVEL WORKERS:

Supervision is the necessary education, assistance, and control provided by a journey-level employee that is on the same job site at least seventy-five percent of each working day, unless otherwise approved by the WSATC. The sponsor will assure that apprentices are under the supervision of competent and qualified journey-level workers on the job

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who are responsible for the work being performed, to ensure safety and training in all phases of the work. Apprentices will work the same hours as journey-level workers, EXCEPT where such hours may interfere with related/supplemental instruction. (see WAC 296-05-316(5))

The ratio of apprentices shall be one (1) apprentice for a shop regularly employs one or more journey level worker and one (1) additional apprentice for every eight (8) journey level workers employed in the trade.

VII. APPRENTICE WAGES AND WAGE PROGRESSION:

The apprentice will be paid a progressively increasing schedule of wages based on specified percentages of journey-level wage consistent with skills acquired. These may be indicated in hours or monthly periods set by the sponsor. The entry wage will not be less than the minimum wage prescribed by the Fair Labor Standards Act, where applicable, unless a higher wage is required by other applicable federal law, state law, respective regulations, or by collective bargaining agreement.

The sponsor may accelerate, by an evaluation process, the advancement of apprentices who demonstrate abilities and mastery of the occupation to the level for which they are qualified. When the apprentice is granted advanced standing the sponsor must notify the employer/training agent of the appropriate wage per the wage progression schedule specified in these Standards.

Boilermakers: (Uptown Shops and Shipyards)

Step	Number of hours/months	Percentage of journey-level rate
1	0000 - 1000 hours	70%
2	1001 - 2000 hours	75%
3	2001 - 3000 hours	80%
4	3001 - 4000 hours	85%
5	4001 - 5000 hours	90%
6	5001 - 6000 hours	95%

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VIII. WORK PROCESSES:

The apprentice shall receive on the job instruction and experience as is necessary to become a qualified journey-level worker versed in the theory and practice of the occupation covered by these Standards. The following is a condensed schedule of work experience, which every apprentice shall follow as closely as conditions will permit.

Employers/training agents shall only use registered apprentices to perform the work processes as stated in this section. (WAC 296-05-003 - Definitions)

The boilermaker apprentice shall receive instruction and experience in all branches of the boilermakers' trade, including the preparation of material for installation. The apprentice shall also perform such other duties in the shop and on-the-job as are commonly related to a Boilermaker apprenticeship.

A. <u>Boilermaker:</u> (Uptown Shops)	<u>Approximate Hours</u>
1. Shearing, punching, crimping, rolling and brake.....	500
2. Drilling, reaming, chipping, caulking	500
3. Fabrication (assembly-fitting and bolting up).....	2240
4. Welding, all processes.....	860
5. Laying out (flat, cylindrical, conical and irregular) curved surfaces.....	1800
6. Testing.....	100
TOTAL HOURS:	6000

To assure adequacy of work experience throughout the entire period of apprenticeship, during the first 3000 hours the apprentice shall work with a journey level mechanic. The next 1000 hours the apprentice will work in the proximity of a mechanic. During the remaining 2000 hours of apprenticeship, the apprentice will be given every opportunity to apply their own ability and initiative, and may have the assistance of a helper but under the supervision of a journey level worker.

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B. <u>Boilermaker: (Shipyards)</u>	<u>Approximate Hours</u>
1. Equipment Operations	300
2. Welding	600
3. Burning	220
4. Rigging	300
5. Lofting & ship layout, template making	1000
6. Testing.....	100
7. Fabrication (fitting)	3240
8. Material procurement & handling.....	240
TOTAL HOURS:	6000

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IX. RELATED/SUPPLEMENTAL INSTRUCTION:

The apprentice must attend related/supplemental instruction. Time spent in related/supplemental instruction will not be considered as hours of work, and the apprentice is not to be paid for time so spent, unless otherwise stated in these Standards.

The sponsor/training agent must provide for instruction of the apprentice during the related/supplemental instruction in safe and healthful work practices in compliance with the Washington Industrial Safety and Health Act, and applicable federal and state regulations.

In case of failure on the part of any apprentice to fulfill this obligation, the sponsor has authority to take disciplinary action (see Administrative/Disciplinary Procedures section).

Clock hours of actual attendance by the apprentice in related/supplemental instruction classes at the community/technical college or other approved training locations shall be reported to L&I on a quarterly basis for verifying attendance and industrial insurance purposes.

For industrial insurance purposes, the WSATC will be considered as the employer should any apprentice, not being paid to attend, sustain an injury while participating in related/supplemental classroom activity, or other directly related activity outside the classroom. The activities must be at the direction of the instructor.

The methods of related/supplemental training must consist of one or more of the following:

- ☒ (X) Supervised field trips
- ☒ (X) Approved training seminars
- ☐ () A combination of home study and approved correspondence courses
- ☒ (X) State Community/Technical college: **South Seattle Community College, Bates Technical College, Olympic Community College, Skagit Community College, and Everett Community College.**
- ☐ () Private Technical/Vocational college
- ☒ (X) Training trust
- ☐ () Other (specify):

176 Minimum RSI hours per year, (see WAC 296-05-305(5))

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Additional Information:

Each apprentice shall enroll in and attend classes in subjects related to this trade for not less than a minimum of six (6) ten-week courses at 60 hours each at the direction of the Apprenticeship Committee during the term of apprenticeship when such classes are made available. Such classes shall be conducted under applicable state and federal statutes. One hundred sixty (160) hours of related welding instruction shall be provided for the apprentice by the end of 6000 hours of apprenticeship, if available. The apprentice shall not be allowed to do any production welding until the welding course is completed. The fee for the welding course is paid for by the employer in advance. However, if the apprentice does not successfully complete the welding course and the apprentice program, the fee is paid by the apprentice.

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

Sponsors may include in this section requirements and expectations of the apprentices and training agents and an explanation of disciplinary actions that may be imposed for noncompliance. The sponsor has the following disciplinary procedures that they may impose: Disciplinary Probation, Suspension, or Cancellation.

Disciplinary Probation: A time assessed when the apprentice's progress is not satisfactory. During this time the program sponsor may withhold periodic wage advancements, suspend or cancel the apprenticeship agreement, or take further disciplinary action. A disciplinary probation may only be assessed after the initial probation is completed. During the disciplinary probation, the apprentice has the right to file an appeal of the committee's action with the WSATC (as described in WAC 296-05-009).

Suspension: A suspension is a temporary interruption in progress of an individual's apprenticeship program that may result in the cancellation of the Apprenticeship Agreement. Could include temporarily not being allowed to work, go to school or take part in any activity related to the Apprenticeship Program until such time as the Apprenticeship Committee takes further action.

Cancellation: Refers to the termination of an apprenticeship agreement at the request of the apprentice, supervisor, or sponsor. (as described in WAC 296-05-009).

A. General Procedures

- 1. Failure on the part of the apprentice to show regular attendance at classes, or failing any quarter of the related training classes, will be deemed sufficient cause for the Apprenticeship Committee to drop the apprentice from the entire training program. All missed class time must be made up - excused or unexcused - before the end of that quarter or the next scheduled apprentice pay increase is granted. Furthermore, if more than two (2)**

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(unexcused) school nights are missed in any quarter, the apprentice will be summarily dropped from the program and discharged. Employer and Union agree to carry out the instruction of the Apprenticeship Committee in this respect.

On any intended absence from night school classes, the apprentice must immediately notify the coordinator at school by telephone, and also notify the coordinator by mail, stating the date and reason for absence. Failure to do so will mean the absence is unexcused. Such written excuses signed by the apprentice will be examined by the Apprenticeship Committee, at their discretion, to determine if the excuse is satisfactory. Sickness will be considered an acceptable excuse when the apprentice misses time from work. Absences during vacation shall be excused if coordinator and instructor are notified at least two (2) weeks in advance. Overtime work and/or layoffs shall not be considered as an excuse for absence from night school. Unexcused absences shall be adequate reason for the apprentice to be called before the Apprenticeship Committee for disciplinary action.

2. **Credit Hours:** Maximum credit hours shall be 1000 hours for previous experience and credit hours will be granted only in the first six (6) months of apprenticeship.
3. In the interest of safety and image of our trade, apprentices must keep themselves reasonably clean, well groomed and appropriately dressed, while attending related training classes, and on the job, consistent with the requirements of the classroom situation or job. Failure to abide by the requirements of the sub-section may be deemed cause by the committee for invoking disciplinary action similar to the unexcused absence penalties outlined in sub-section A.
4. If the apprentice fails to appear before the apprenticeship committee after due notice, disciplinary action may be invoked without his/her presence.
5. If an apprentice fails his or her drug and alcohol screen or random drug test the first time, the employer has the right to notify the apprenticeship program of said failure and the coordinator will issue an automatic 30 day suspension from being dispatched to another employer and said individual will have to prove thru testing, which the apprentice must pay for himself, that he or she is drug free and ready for work, before they could be dispatched to another employer. Also, apprentices that fail their second drug test will be terminated from the Seattle Area Boilermakers apprenticeship program. Failure to complete a drug or alcohol test when required and failure to provide an acceptable urine sample will be treated as failing the test.

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6. The apprentice shall read the above instructions and be thoroughly familiarized with their content. The apprentice is cautioned that the penalties are automatic and failure to read the regulations will be no excuse.
7. The Training Coordinator may take disciplinary action. Issues for which an apprentice may be disciplined include, but are not limited to:
 - a. Poor attendance at work or school.
 - b. Punctuality problems at work or school.
 - c. Failure to maintain satisfactory grades.
 - d. Poor work evaluations.
 - e. Problems working with safe habits.
 - f. Attitude issues.
 - g. Failure to appear in response to notification.
 - h. Failure to report to the Training Coordinator's office in a timely manner a change of address or phone number.
 - i. Failure to return monthly progress reports to the Training Coordinator's office within 30 days.
 - j. Leaving an employer without cause.
 - k. Failure to pass a drug or alcohol test.
 - l. Reporting to work, school, Committee meetings or any Program sponsored project under the influence of drugs or alcohol.
 - m. Apprentices may also be disciplined for engaging in inappropriate conduct. Examples of such conduct include, but are not limited to dishonesty, fighting, threats, theft, falsification, harassment, willful destruction of property and other misconduct.

B. Local Apprenticeship Committee Policies

NONE

C. Complaint and Appeal Procedures:

All approved programs must establish procedures explaining the program's complaint review process. Complaints that involve matters covered by a collective bargaining agreement are not subject to the complaint review procedures in this section.

Complaint

 (after initial probation completed) – WAC 296-05-009 and 296-05-316(21)

- Prior to: 20 days of intention of disciplinary action by a committee/organization
- Committee/organization must notify the apprentice in writing of action to be taken
 - Must specify the reason(s) for discipline, suspension, or cancellation

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- Decision will become effective immediately
- Written reason(s) for such action will be sent to the apprentice

Within: 30 days request for reconsideration from the committee

- Apprentice to request local committee to reconsider their action

Within: 30 days of apprentice's request for reconsideration

- Local committee/organization must provide written notification of their final decision

If apprentice chooses to pursue the complaint further:

Within: 30 days of final action

- Apprentice must submit the complaint in writing to the supervisor (L&I)
- Must describe the controversy and provide any backup information
- Apprentice must also provide this information to the local committee/organization

Within: 30 days for supervisor to complete investigation

- If no settlement is agreed upon during investigation, then supervisor must issue a written decision resolving the controversy when the investigation is concluded

If the apprentice or local committee/organization disputes supervisor decision:

Within: 30 days of supervisor's decision, request for WSATC hearing

- Request must be in writing
- Must specify reasons supporting the request
- Request and supporting documents must be given to all parties
- WSATC must conduct the hearing in conjunction with the regular quarterly meeting

Within: 30 days after hearing

- WSATC to issue written decision

XI. COMMITTEE – RESPONSIBILITIES AND COMPOSITION

NOTE: The following is an overview of the requirements associated with administering an apprenticeship committee and/or program. These provisions are to be used with the corresponding RCW and/or WAC.

The sponsor is the policymaking and administrative body responsible for the operation and success of this apprenticeship program. A committee is responsible for the day-to-

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day operations of the apprenticeship program and they must be knowledgeable in the process of apprenticeship and/or the application of Chapter 49.04 RCW and Chapter 296-05 WAC. Sponsors must develop procedures for:

- A. Committee Operations (WAC 296-05-316): (Not applicable for Plant Programs)
Convene meetings at least three times per year of the program sponsor and apprenticeship committee attended by a quorum of committee members as defined in the approved Standards. If the committee does not indicate its definition of quorum, the interpretation will be “50% plus 1” of the approved committee members. Conference call meetings may be conducted in lieu of regular meetings but must not exceed the number of attended meetings and no disciplinary action can be taken during conference call meetings.
- B. Program Operations (Chapter 296-05 WAC - Part C & D):

1. The sponsor will record and maintain records pertaining to the local administration of the apprenticeship program and make them available to the WSATC or its representative on request.

Records required by WAC 296-05-400 through 455 (see Part D of Chapter 296-05 WAC) will be maintained for five (5) years; all other records will be maintained for three (3) years.

2. The sponsor will submit to L&I through the assigned state apprenticeship coordinator the following list:

Forms are available on line at <http://www.LNI.wa.gov/scs/apprenticeship> or from your assigned apprenticeship coordinator.

- Apprenticeship Agreement Card – within first 30 days of employment
- Authorization of Signature - as necessary
- Authorized Training Agent Agreements (committee approving or canceling) – within 30 days
- Apprenticeship Committee Meeting Minutes – within 30 days of meeting (not required for Plant program)
- Change of Status – within 30 days of action by committee, with copy of minutes
- Journey Level Wage – at least annually, or whenever changed
- Revision of Standards and/or Committee Composition - as necessary
- RSI (Quarterly) Reports:
 - 1st quarter: January through March, by April 10
 - 2nd quarter: April through June, by July 10
 - 3rd quarter: July through September, by October 10
 - 4th quarter: October through December, by January 10

3. Adopt, as necessary, local program rules or policies to administer the apprenticeship program in compliance with these Standards that must be

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submitted for L&I approval and updating these Standards. The L&I apprenticeship program manager may administratively approve requests for revisions in the following areas of the Standards:

- Program name
- Section III: Conduct of Program Under Washington Equal Employment Opportunity Plan
- Section VII: Apprentice Wages and Wage Progression
- Section IX: Related/Supplemental Instruction
- Section XI: Committee - Responsibilities and Composition (including opening statements)
- Section XII: Subcommittees
- Section XIII: Training Director/Coordinator

C. Management of Apprentices:

1. Each apprentice (and, if under 18 years of age, the parent or guardian) will sign an apprenticeship agreement with the sponsor, who will then register the agreement, with L&I before the apprentice attends the related/supplemental instruction classes, or within the first 30 days of employment as an apprentice. For the purposes of industrial insurance coverage and prevailing wage exemption under RCW 39.12.021, the effective date of registration will be the date the agreement is received by L&I.

L&I must be notified within 30 days of program approval, of all requests for disposition or modification of agreements, with a copy of the committee minutes approving the changes, which may be:

- Certificate of completion
 - Additional credit
 - Suspension (i.e. military service or other)
 - Reinstatement
 - Cancellation and/or
 - Corrections
2. Rotate apprentices in the various processes of the skilled occupation to ensure the apprentice is trained to be a competent journey-level worker.
 3. Periodically review and evaluate apprentices before advancement to the apprentice's next wage progression period. The evidence of such advancement will be the record of the apprentice's progress on the job and during related/supplemental instruction.
 4. The sponsor has the obligation and responsibility to provide, insofar as possible, continuous employment for all apprentices in the program. The sponsor may arrange to transfer an apprentice from one training agent to another, or to another sponsor when the sponsor is unable to provide reasonably continuous employment, or they are unable to provide apprentices the diversity of experience

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necessary for training and experience in the various work processes as stated in these Standards. The new sponsor or training agent will assume all the terms and conditions of these Standards. If, for any reason, a layoff of an apprentice occurs, the apprenticeship agreement will remain in effect unless canceled by the sponsor.

5. An apprentice who is unable to perform the on-the-job portion of apprenticeship training may, if the apprentice so requests and the sponsor approves, participate in related/supplemental instruction, subject to the apprentice obtaining and providing to the sponsor written requested document/s for such participation. However, time spent will not be applied toward the on-the-job portion of apprenticeship training.
6. Hear and adjust all complaints of violations of apprenticeship agreements.
7. Upon successful completion of apprenticeship, as provided in these Standards, and passing the examination that the sponsor may require, the sponsor will recommend that the WSATC award a Certificate of Completion of Apprenticeship. The program will make an official presentation to the apprentice that has successfully completed his/her term of apprenticeship.

D. Training Agent Management:

1. Offer training opportunities on an equal basis to all employers and apprentices. Grant equal treatment and opportunity for all apprentices through reasonable working and training conditions and apply those conditions to all apprentices uniformly. Provide training at a cost equivalent to that incurred by currently participating employers and apprentices. Not require an employer to sign a collective bargaining agreement as a condition of participation.
2. Determine the adequacy of an employer to furnish proper on-the-job training in accordance with the provisions of these Standards. Require all employers requesting approved training agent status to complete an approved training agent agreement and comply with all federal and state apprenticeship laws and the appropriate apprenticeship Standards.
3. Submit approved training agent agreements to the department with a copy of the agreement and/or the list of approved training agents within thirty days of committee approval. Submit rescinded approved training agent agreements and/or the list of approved training agents to the department within thirty days of said action.

E. Composition of Committee: (see WAC 296-05-313)

Apprenticeship committees must be composed of an equal number of management and non-management representatives composed of at least four members but no more

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than twelve. If the committee does not indicate its definition of a quorum, the interpretation will be "50% plus 1" of the approved committee members.

Apprenticeship committees shall elect a chairperson and a secretary who shall be from opposite interest groups, i.e., chairperson-employers; secretary-employees, or vice versa; EXCEPT, this does not apply where the Registration Agency represents the apprentice(s).

For plant programs the WSATC or the department designee will act as the employee representative.

Quorum: **SEE ABOVE**

Program type administered by the committee: **GROUP JOINT**

The employer representatives shall be:

**Ronald Sykes, Chairman
Todd Pacific Ship Yard
PO Box 3806
Seattle, WA 98134**

**Ted Lyle
Morse Construction Group Inc.
5500 South First Street
Everett, WA 98203**

**Marty Jensen
PSF Industries
65 S Horton
Seattle, WA 98124**

**Donald Lindblad
Fishing Vessel Owners Ship Repair
1510 W. Thurman
Seattle, WA 98119**

The employee representatives shall be:

**Dean Calhoun, Secretary
7357 30th Avenue SW
Seattle, WA 98126**

**Bryon Carpenter
PSF Industries
65 S Horton
Seattle, WA 98124**

**Chad J. Kelly
18216-121st St. NE
Arlington, WA 98223**

**Guy Lafontaine
Todd Pacific Ship Yard
PO Box 3806
Seattle, WA 98134**

**Rachel Bleich, Alternate
6770 East Marginal Way, B-122
Seattle, Washington 98108**

SEATTLE BOILERMAKERS APPRENTICESHIP COMMITTEE

XII. SUBCOMMITTEE:

Subcommittee(s) approved by L&I, represented equally from management and non-management, may also be established under these Standards, and are subject to the main committee. All actions of the subcommittee(s) must be approved by the main committee.

NONE

XIII. TRAINING DIRECTOR/COORDINATOR:

The sponsor may employ a person(s) as a full or part-time training coordinator(s)/training director(s). This person(s) will assume responsibilities and authority for the operation of the program as are delegated by the sponsor.

**Frank Gosser, Trust/JATC Coordinator
Boilermakers Training Trust
6770 East Marginal Way, B-122
Seattle, Washington 98108**